



PLEASE POST

REGINA ARMSTRONG
Superintendent of Schools
ADMINISTRATION OFFICE

RODNEY GILMORE, Ed. D.
Associate Superintendent for Human Resources
HUMAN RESOURCES DEPARTMENT

May 10, 2023

JOB POSTING # 74

2023 - 2024 SCHOOL YEAR VACANCY **Parent Resource Center (PRC)**

POSITION: **TEACHING ASSISTANT**

LOCATION: **Welcome Center at Marshall Street School**

DAYS/HOURS: **Monday – Friday (8:15 am– 3:15 pm)**

QUALIFICATIONS:

- Must possess a valid New York State Teaching Assistant certification
- Ability to work positively with parents, district personnel and community organizations

JOB DUTIES/RESPONSIBILITIES:

- Assists the PRC Liaison in providing welcoming support to families upon registering their children in the school district
- Assists the PRC Liaison in meeting its mission to engage parents and family to support the Parent Resource Center
- Acts as a resource for students and their families for the purpose of providing information and listening to concerns
- Demonstrates a strong understanding of culturally and linguistically diverse populations

COMPENSATION: Contractual Agreement

CLOSING DATE: May 25, 2023

APPLICATION PROCEDURES: Candidates may apply on www.olasjobs.org/longisland. Interested, qualified candidates should submit a letter of interest and resume.

Rodney Gilmore, Ed. D.

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